

April 10, 2002

**MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.**

**1. CALL MEETING TO ORDER:**

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, April 10, 2002, at 7:10 p.m. in the Torrance Community Television studio located in the Telecommunications Center.

**2. ROLL CALL:**

**Present:** Commissioners: Haussmann, Mikulicich Jr. (arrived 7:20 p.m.), Perkins, Tsao, and Chair Craft

**Also Present:** Cindy Hibbard, Clerk Typist  
Michael Smith, Cable Television Administrator

**Excused:** Cahill

**3. FLAG SALUTE:**

Commissioner Perkins led the salute to the flag.

**4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:**

**MOTION:** *Commissioner Perkins moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

**5. APPROVAL OF MINUTES:**

**MOTION:** *Commissioner Haussmann moved to approve the minutes for the March 13, 2002 meeting. This motion seconded by Commissioner Perkins.*

**6. SCHEDULED BUSINESS:**

a) Community Matters – NONE

b) Committee Reports

(1) Producer Incentive – NONE

(2) Franchise Renewal – NONE

(3) Operating Policies and Procedures – NONE

**(4) Video Programming Awards**

The 10<sup>th</sup> Annual ceremony will be held May 24<sup>th</sup> in the Cultural Arts Center Meeting Room. Entries have been judged, trophies ordered, and invitations will be mailed April 26<sup>th</sup>.

The Commission requested staff to send sponsorship letters to previous sponsors under Chairman Crafts signature.

Brief discussion followed.

**MOTION:** *Commissioner Perkins moved to accept the Video Programming Awards Report for April 2002. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

**(5) Future of Access - NONE**

**c) Report of Community Television Center - March, 2002**

Administrator Smith discussed the statistics for the month. He highlighted 6 new programs were completed compared to 3 in 2001 and 6 in 2000. He also noted field usage was at 44%, post-production usage at 32%, and studio usage at 42%. TCTV also gave 12 members of the League of Women Voters "Know Your Town" a tour of the facility.

Brief discussion followed.

**MOTION:** *Commissioner Haussmann moved to accept the Torrance Community Television Center Report for March 2002. This motion, seconded by Commissioner Perkins, carried with an aye vote.*

**d) Report of Legislative and Cable Related Activities – March, 2002**

Administrator Smith gave a brief summary of the report. The FCC concluded that cable modem service is properly classified as an interstate information service and is therefore subject to FCC jurisdiction. Two cities — one in New York and another in Florida — are fed up with cable complaints and have threatened their operators with punishments ranging from fines to revocation. The Atlanta-based MSO earlier this year moved some 550,000 Excite@Home Corp. customers to the new network, and it is now time for Road Runner customers in the former MediaOne Group Inc. territories to make the switch. EchoStar adopted the two-dish plan in January to comply with a federal law requiring direct-broadcast satellite carriers to carry all local TV stations in a served market. The company said the plan was an interim step until a new satellite boosting channel capacity was operational. The average monthly rate for the basic tier, the expanded-basic tier and equipment rose from \$34.42 to \$36.99, the FCC said. Adelphia Shareholders group is expected to seek the end of the family's day-to-day management of the cable operator.

Brief discussion followed.

**MOTION:** *Commissioner Perkins moved to accept the Legislative and Cable Related Activities Report for March 2002. This motion, seconded by Commissioner Mikulicich Jr., carried with an aye vote.*

- e) **Old Business - NONE**
- f) **New Business - NONE**
- g) **Addendum Matters – NONE**

**7. ORAL COMMUNICATIONS:**

- a) June Armstrong, 705 Calle Miramar 90277 expressed concerns about fees to take TCTV Producer Waiver Exams. Chair Craft informed Ms Armstrong that there were no fees or deposits required to take exams. In addition, he clarified that the exams can be taken every 30 days until passed.
- b) Administrator Smith informed the Commission that a design consultant had been selected to redesign the City's Master Control Room (where all CitiCHANNEL'S are distributed to the cable system). He also informed the Commission that the CityWide Web Redesign Team was very close to selecting a firm to redesign the City's Homepage.
- c) Commissioner Mikulicich, Jr. wished everyone a happy "day-after-tax-day."
- d) Commissioner Haussmann thanked Administrator Smith for coordinating the awards this year.
- e) Commissioner Haussmann also expressed appreciation for the monthly cable related activities report.
- f) Commissioner Haussmann requested where can she obtain a copy of the authority of the Commission. Administrator Smith informed her that the Torrance Municipal Code has the Commission responsibilities, <http://www.bpcnet.com/codes/torrance/>
- g) Commissioner Perkins expressed concerns regarding the troubles in the Middle East and asks everyone to pray for peace.
- h) Commissioner Tsao reminded the Commission that he will be unable to attend the awards ceremony due to the Official City of Torrance trip to China.
- i) Commissioner Tsao hoped the ceremony goes very well.
- j) Chair Craft also reminded the Commission that he too will be unable to attend the awards ceremony due an out-of-town conference.

**8. ADJOURNMENT:**

Chair Craft adjourned the meeting at 8:05 p.m. to reconvene on Wednesday, April 10, 2002 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith  
Cable Television Administrator